

Fiscal Year 2014 Classification and Pay Plans

June 2013

The pay plan code, not the bargaining unit code, must be used to determine the proper pay plan for a class. All job classes in the classification plan are arranged in two separate listings: first, alphabetically by class title, and then in class code number order. The classification plan includes the following information for each job class: EEO 4 category, occupational code, overtime eligibility, Fair Labor Standards Act (FLSA) status, bargaining unit and status, pay plan code, pay grade, class code and class title. These are discussed in more detail below and on the reverse side.

EEO 4 Category (EEO):

This code identifies the Equal Employment Opportunity occupational category to which that job class is assigned.

01 Official/Administrator	03 Technician	05 Protective Service (non-sworn)	07 Skilled Craft
02 Professional	04 Protective Service (sworn)	06 Administrative Support	08 Service/Maintenance

Occupational Code (OC):

An occupational code is a numeric code assigned to further subdivide EEO 4 categories obtained from the "Census 2000 EEO Tabulation." They are used to obtain labor force availability information for jobs found in the State's work force.

Overtime Eligibility (OT):

Classes NOT eligible for overtime compensation are coded "0." Classes coded "1" are eligible for straight (hour for hour) overtime compensation. Classes eligible for premium overtime compensation (one and one-half time rate) are coded "2."

Fair Labor Standards Act (FLSA):

The Fair Labor Standards Act (FLSA) sets minimum wage, overtime pay, equal pay, recordkeeping and child labor standards for employees who are covered by the act. It is a federal law. Classes coded as "Y" are covered under FLSA. Classes coded as "N" are exempt from FLSA. Although some classes are exempt from FLSA those classes may receive premium overtime or hour for hour compensatory time under the terms of a collective bargaining agreement.

Bargaining Unit and Status (UNIT):

Unit

001 Clerical (AFSCME)	006 Security (AFSCME)	012 Patient Treatment (UNORGANIZED)
002 Technical (AFSCME)	007 Public Safety (SPOC)	015 Social Services (IMW classes) (UE/IUP)
003 Blue Collar (AFSCME)	008 Engineering (UNORGANIZED)	021 Justice (EXEMPT)
004 Fiscal & Staff (field status 104) (AFSCME)	009 Science (UE/IUP)	024 Department Directors/Appointed Non-Elected Officials (STATUTORY)
005 Social Services (UE/IUP)	010 Education (UNORGANIZED)	025 Lottery Key Executive
	011 Patient Care (AFSCME)	

Status

E Exempt from collective bargaining
N Covered by a collective bargaining agreement
S Supervisory (and exempt from collective bargaining)
U Eligible for collective bargaining, but currently not organized

Pay Plan Code (PLN):

000 Noncontract	014 Technical	017 Public Safety (DNR Officers)
007 Public Safety	014 Blue Collar	024 Department Directors/ Appointed Non-Elected Officials
009 Science/Social Services	014 Fiscal & Staff	025 Lottery Key Executive
014 Clerical	014 Security/Community Corrections	

Pay Grade (PG):

Each job class is assigned a pay grade number. Classes with an elongated pay range are identified with either a "plus" or a "minus" number in parenthesis. A "plus" number of 26 + 13.5% means that the job class has an advanced starting salary that is 13.5% above the minimum of the pay range. A "minus" number of 26 (-4), means that the job class starts below the minimum of the assigned pay grade (26) which is equivalent to the minimum of pay grade 22.

Class Code (CODE): Five digit identification number for a job class.

Class Code (50,000): Positions in these class codes are treated differently for overtime purposes than others in the same classification. Refer to the OT code in the Classification Plan.

Class Code (60,000): Class is covered by the Conservation Officer retirement system.

Class Code (80,000): Class is covered by the protection occupation retirement system.

Class Code (90,000): Class is exempt from collective bargaining.

Explanation of Symbols and Abbreviations:

PD positions are paid on a per diem basis.

ST positions are paid a salary specified by statute.

MIL RANK positions are paid a salary based on the incumbent's military rank.